

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Monday, November 23, 2015, Stillwater Campus

Regents Present: Chair Linda Brown, Vice-Chair Tom Dugger, Stan Brownlee, Jeffrey Cowan, and Keith James.

Employees Present: Dr. Cheryl Evans, Dr. Shannon Cunningham, Dr. Ed Vineyard, Dr. Pamela Stinson, Dr. Rick Edgington, Anita Simpson, Jason Johnson, Sheri Snyder, Larry Dye, Marjilea Smithheisler, Cassie Firth, and Shannon Mair.

1. **Call to order.** Chair Linda Brown called the meeting to order at 1:00 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted.
2. **Introduction of visitors, guests, and/or speaker.** Jim Hinkle, Auditor, Hinkle & Company; Cassie Firth, NOC-Stillwater Math Faculty; and Carly Woodring, PLC Student, NOC-Stillwater Campus.
3. **Reciting of the Northern Oklahoma College Mission Statement.**
Northern Oklahoma College, the State's oldest community college, is a multi-campus, land-grant institution that provides high quality, accessible, and affordable educational opportunities and services which create life-changing experiences and develop students as effective learners and leaders within their communities and in a connected, ever-changing world.
4. **Vote to approve minutes.** The minutes of the October 27, 2015 meeting were approved on the motion of Regent Cowan as seconded by Regent James. Voting aye were Regents Brownlee, Cowan, Dugger, James, and Brown.

INFORMATION TO BOARD:

5. **Program Showcase.**
 - Cassie Firth, NOC-Stillwater Math Faculty member, shared about the math program and possible changes in the future. Math Boot Camps were held in the afternoon during the first week of school, and there was increased participation from the previous year. Tonkawa and Stillwater campuses experienced several positive outcomes with a number of students advancing to another level. Program changes could be expected next year if College Algebra is emphasized over remedial math courses, i.e., Pre-Algebra. NOC Math Faculty have discussed a co-req course and the possibility of launching a pilot program with a College Algebra course that would meet 3 times a week and include a 2-hour lab supplement. The College Algebra class would still be worth 3 credit hours, but students would not receive credit for the lab portion. During the lab session, students focus on areas where they need extra practice to supplement their math skills instead of taking a 3-hour remedial course that does not give the student credit. NOC Math Faculty are looking at different ways to improve student math skills, and each campus will have the opportunity to set it up in a way that works best for their campus.
 - Carly Woodring, NOC-Stillwater PLC Student, shared her motivation for attending NOC-Stillwater. The NOC-OSU Gateway Program was very attractive to her as well as the PLC scholarship to cover tuition and fees. She is very pleased with her decision and experience with the program.

6. **Regents' Report.** Several regents shared about their experience at the OSRHE 2015 Fall Legislative Forum and stressed the importance of providing feedback to Oklahoma legislators about higher education concerns and issues.

7. **Administrators' Update.**
 - Dr. Rick Edgington reviewed the Spring 2016 Preliminary Enrollment Report as of November 23, 2016:
 - Tonkawa has 928 students currently enrolled, and 740 students have enrolled for the 2016 Spring semester resulting in a 2% increase from Spring 2015.
 - Enid has 828 students currently enrolled, and 669 students have enrolled for the 2016 Spring semester resulting in a 12% increase from Spring 2015.
 - OSU-Gateway has 848 students currently enrolled, and 455 students have enrolled for the 2016 Spring semester resulting in a 26% increase from Spring 2015.
 - There is an overall enrollment increase of 13% from this date a year ago and credit hours also increased by 11%.
 - Fall 2015 enrollment and initial 2016 Spring enrollment statistics:
 - 1,043 students connected with the Tonkawa campus. Of those 1,043 students, 301 students have not enrolled for the 2016 Spring semester.
 - 994 students connected with the Enid campus. Of those 994 students, 374 students have not enrolled for the 2016 Spring semester.
 - 984 students connected with the Stillwater campus. Of those 984 students, 581 students have not enrolled for the 2016 Spring semester.
 - NOC Retention Specialists are calling those students that have not reenrolled to determine why they have not reenrolled, and inquire if they have filed for financial aid.

 - Ms. Sheri Snyder shared the Greater Gifts Drive for the NOC Foundation is currently underway. Pledge packets were mailed today, and a packet was given to each NOC Board of Regents member during the meeting. Ms. Snyder also mentioned the NOC employee mailing will be sent tomorrow. Last year \$100,000 was raised, and over \$35,000 of that amount was raised by NOC employees. The Greater Gifts Drive is the general solicitation to donors, and donors choose how their gift will be used as well as indicate their preference for campus allocation.

8. **President's Update.** Dr. Cheryl Evans shared that the Chancellor's visit and luncheon is scheduled for December 16 in Ponca City with the University Center hosting. Regents Brown and Cowan plan to attend. Dr. Evans updated the board about NOC's work on cost savings measures in regards to the state budget situation. All agencies are anticipating a cut and waiting to hear what will be determined by the legislature this spring. It is hoped the legislature will be strategic in their decisions about the cuts instead of an across the board cut. NOC will do our part and adjust as necessary for whatever is appropriated. We will advocate on behalf of our students this spring throughout the session so that we receive the minimal cuts possible. In preparation for a reduced allocation in the coming year, the NOC Executive Council has been working individually and submitting to us and sharing with the state regents potential cuts based on how much could be allocated. NOC has been a good steward of our funds, and reduced funding results in positions and programs being cut in order to make a significant difference. We are prioritizing and determining how to handle potential funding cuts.

9. **Other Reports.**
Personnel Actions – Ms. Anita Simpson reported there were two new hires at Tonkawa: a Carpenter in the Maintenance Department and an Accounts Payable person in Financial Affairs. There was one termination in the Physical Plant area.
10. **The New Criteria for Accreditation.** Dr. Pam Stinson reported that the Higher Learning Commission accreditation visit has been scheduled for February 26 and 27, 2018. The HLC peer review team will be onsite to evaluate NOC. There will be many months of preparation for this visit, and last month Dr. Stinson started reviewing test components of the criterion so the NOC Board of Regents are familiar with these components when the HLC team visits. In preparation for the Higher Learning Commission's FY2017-18 visit, one criterion will be reviewed each month to increase the Board's knowledge and understanding. The institution is evaluated on five different criterion and subcomponents within each to determine if it has been met. During the meeting, Dr. Stinson reviewed Criterion 1B which is how we help the public understand our mission. We will report how we provide links to our catalog and strategic plan on the website. We will show how the mission statement, core values, goals, and vision are articulated publicly. We want to show that we have this in more than just one web location, and how we use the Crimson Rambler, our minutes, fact book, and more to communicate this information to the public.
11. **Housing Committee Update.** Mr. Jason Johnson reported we have received the Certificate of Occupancy for Tonkawa Mavericks Residence Hall. There are a few other inspections pending, and we are working to get those completed so we can receive keys to the building. The cafeteria project in Enid is 99.9% complete, and we have received the Certificate of Occupancy. Furniture has been moved in, and it all looks very nice. All equipment works, and other pieces of equipment we originally had is being set up to use. A meeting is scheduled for Monday, November 30 in regards to bathroom renovations in Tonkawa residence halls.

BOARD ACTION ITEMS:

12. **NOC Board of Regents Meeting Time for December 16, 2015.** Consider approval of the NOC Board of Regents meeting time at 2:00 p.m. on December 16, 2015 in Tonkawa. On the motion of Regent Brownlee as seconded by Regent James, the Regents approved the 2:00 p.m. meeting time on December 16, 2015 meeting in Tonkawa. Voting aye were Regents Brownlee, Cowan, Dugger, James, and Brown.
13. **External Audit Report.** Jim Hinkle with Hinkle & Co. presented the FY2015 External Audit Report. Mr. Hinkle stated that Northern Oklahoma College had a clean audit and the college audit is complete. The Northern Oklahoma College Foundation audit is nearing completion. On the motion of Regent Dugger as seconded by Regent Brownlee, the Regents accepted the FY2015 External Audit Report and tabled approval of the report until the NOC Board of Regents meeting on December 16, 2015 when the NOCF portion will be finished.
14. **Academic Calendar for 2016-2017.** Dr. Pam Stinson presented the Academic Calendar for 2016-2017 for approval. On the motion of Regent Cowan as seconded by Regent Brownlee, the Regents approved the Academic Calendar for 2016-2017.
15. **Monthly Financial Report.** Ms. Simpson presented the Monthly Financial Report for October 31, 2015 for approval. On the motion of Regent Dugger as seconded by Regent Brownlee, the Regents approved the Monthly Financial Report for October 31, 2015. Voting aye were Regents Brownlee, Cowan, Dugger, James, and Brown.

16. **Monthly Purchases.** Ms. Simpson presented the November 2015 monthly purchases for approval. Purchases of \$25,000.00 or more were for Tonkawa Campus Telecom System Renewal, *Presidio Network Solutions*, \$31,445.02, Funding Source: Capital Funds (State Contract SW1006A) and Desktop Replacement Computers, *CDW Government Inc.*, \$25,967.20, Funding Source: Capital Funds (OK Board of Regents Contract). On the motion of Regent Cowan as seconded by Regent Dugger, the Regents approved the November 2015 Monthly Purchases Report. Voting aye on all items were Regents Brownlee, Cowan, Dugger, James, and Brown.

17. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$120,000.00 for various projects: Computers & Networking-Tonkawa, \$60,000.00; Computer Software Fees & Licenses, \$30,000.00; Purchase of Enid Campus, \$20,000.00; Residence Halls: Renovation, Furniture & Equipment-Tonkawa, \$10,000.00. On the motion of Regent Brownlee as seconded by Regent Cowan, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Brownlee, Cowan, Dugger, James, and Brown.

BOARD ROUTINE AND OTHER:

1. **New business.** Consideration of "any matter not known about or which could not have been reasonably foreseen prior to the time of the posting of the agenda."

2. **Items for next agenda.**

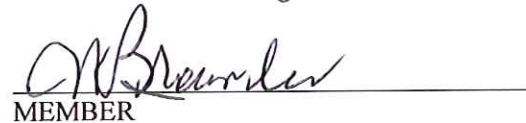
3. **Announcement of next scheduled meeting: Wednesday, December 16, 2015, 2:00 p.m., President's Conference Room, Tonkawa Campus.**

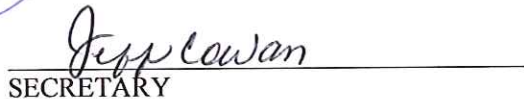
4. **Adjournment.** Motion made at 2:48 p.m. to adjourn by Regent Brownlee as seconded by Regent Cowan. Voting aye were Regents Brownlee, Cowan, Dugger, James, and Brown.


 CHAIR


 MEMBER


 VICE CHAIR


 MEMBER


 SECRETARY